

# **WEST LAFAYETTE PARKS AND RECREATION**

## **JOB CLASSIFICATION DESCRIPTION**

### **Maintenance Technician II**

Pay Range: \$1,420.16 to \$1,491.55 biweekly (for a 40-hour work week), plus a \$600.00 annual clothing allowance

#### **A. BRIEF DESCRIPTION**

The employee is responsible for overseeing and carrying out a variety of tasks involved with maintaining parks and recreation grounds and facilities and for helping with other tasks as needed.

#### **B. RELATIONSHIPS**

The employee answers directly to the Parks Director and Superintendent. The employee is responsible for exercising an acceptable level of judgment in performing assigned tasks. The employee may be responsible for the supervision of part-time employees and/or volunteers in accomplishing assigned tasks.

#### **C. ESSENTIAL JOB RESPONSIBILITIES, FUNCTIONS, AND DUTIES**

Assist with turf development and maintenance, including herbicide, pesticide, and fertilization programs, and, upon request, obtain and maintain a Herbicide/Pesticide Applicators License.

Assist with the installation and maintenance of playgrounds and, upon request, obtain and maintain Playground Inspector Certification.

Assist with the operation and maintenance of the Municipal Pool and, upon request, obtain and maintain Pool Operator Certification.

Assist with the installation and maintenance of athletic facilities, shelters, sidewalks, waterlines, drinking fountains, drain lines, and other structures and facilities as required.

Assist with the operation and maintenance of Morton Community Center, Maintenance Shop, Maintenance Barn, and park shelters, including general building repair and maintenance; electrical, plumbing, and HVAC work; and other work as required.

Assist with the clearing of snow from parking lots, sidewalks, trails, and other areas as required.

Assist with organizing and carrying out special projects and events as required.

Maintain a valid Indiana Driver's License with a safe driving record.

Maintain all equipment used.

Maintain appearance and attitude acceptable to supervisors.

Maintain communication with the community, city employees, and city officials acceptable to supervisors.

#### D. NON-ESSENTIAL JOB RESPONSIBILITIES, FUNCTIONS, AND DUTIES

Operate tractors, 6-foot mowers, skid-steer loaders, backhoes, dump trucks, and trucks with trailers

#### E. MINIMUM REQUIREMENTS, QUALIFICATIONS, AND SKILLS

Ability to properly lift moderately heavy objects, not exceeding 75 pounds, for a sustained period of time.

Ability to follow verbal and written instructions.

Ability to follow and understand schematics and blueprints.

Ability to use shovels, rakes, and other hand tools.

Ability to walk, stand, and sit for an extended period of time.

Knowledge in the uses of small power tools.

Knowledge in the installation and maintenance of plant materials.

#### F. DESIRED SKILLS, QUALIFICATIONS, AND REQUIREMENTS

Experience with Bobcat, tractors, riding and push mowers, pruners, edgers, tillers, snow blowers, and other hydraulic/motorized equipment.

Basic knowledge in repairing and maintaining gasoline/diesel engines and hydraulic systems.

Basic knowledge in repairing and maintaining plumbing, electrical, and HVAC systems.

Basic knowledge in general construction techniques.

Herbicide/Pesticide Applicators License.

Pool Operator Certification.

Playground Inspector Certification.

#### G. WORKING ENVIRONMENT

The employee will be expected to perform tasks indoors and outdoors in a variety of weather conditions, ranging from extremely hot to extremely cold to wet, humid conditions. While using equipment, the employee may be subjected to noise, vibrations, and misty conditions.

The employee is responsible for complying with clothing regulations, supplying required attire for working in a variety of conditions. Proper safety equipment, including steel toe boots, must be worn and/or used at all times.

Generally, work will be on Monday through Friday from 7:30 a.m. - 4:00 p.m.; however, there will be periodic weekend work, and work may be assigned at various times.

#### H. ESTIMATE OF TIME BREAKDOWN

On average, 90% of the day is spent working throughout the community performing routine facility and grounds maintenance. About 10% of the day is spent on work preparation or equipment maintenance.